

SECRET

19 October 1970

**Minutes of the Third Meeting of the Agency Task Force for Improving,
Reporting and Reducing Related Paperwork**

- 25X1
25X1
1. The third meeting of the subject Task Force was held on 19 October 1970. [] attended as the substitute DD/S representative and [] as the substitute DD/I representative. All other regular members were present.
 2. The Chairman reported a question raised by the representative of OMB concerning the extension of the deadline until 30 October 1970 which has now been satisfactorily resolved.
 3. The DD/P and the DD/S representatives reported completion of their inventories. The DD/S&T and DD/I representatives expect to complete their inventories by 21 October 1970.
 4. The development of a savings factor was discussed but a final decision on the method of handling this item was not reached. [] reported that after further analysis of the completed inventories a proposed percentage savings factor would be developed which would be forwarded to various representatives or be the subject of another meeting.
- 25X1

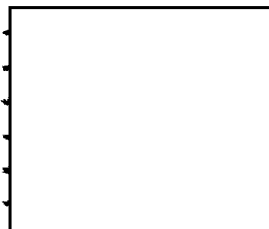


Executive Secretary

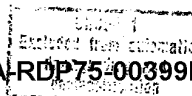
Distribution:

25X1

Chairman
DD/I
DD/P
DD/S&T
DD/S
IG



SECRET



25X1